SOLICITATION/CONTRACT/ORDER FOR COMMERCIA OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND						1. REQUI		N NUMBER XXX04			PAGI	E1 OF	28
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE 4. ORDE			4. ORDEF	FR NUMBER 5. SOLICITAT HE1260-0			ON NUMBER 7-T-8001	6. SOLICITATION ISSUE DATE 06-Mar-2007				
7. FOR SOLICITATION INFORMATION CALL	:	a. NAME ELI ROQUE					1	b. TELEPHON	ENUMBER (No 0	Collect Calls)		N DUE DATE	LOCAL TIME 1 2007
9. ISSUED BY DODDS-P/DDESS-C DIRECTOR'S OFFIC PROCUREMENT DI UNIT 35007 APO AP 96376-5007	CE VISION	L	HE1260		\vdash	RICTED E: 1 L BUSINE	100 % ESS	FOR USINESS		UNLESS KED	IS A RAT	COUNT TE	
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TEL: 678-364-80 FAX: 678-364-80					NAICS: 33712 SIZE STANDA				14. METHOD O	F SOLICITAT	TION	RFP	
15. DELIVER TO		CODE			16. ADMINISTE	RED BY				CC	DDE _		
SEI	E SCHEDUL	.E											
17a.CONTRACTOR/	OFFEROR	(CODE		18a. PAYMENT	Γ WILL BE	E MAD	DE BY		C	ODE		
TEL.	F REMITTA NOE IS	СО			18h SUBMIT	INI/OICE) A DDRES	S SHOWN IN E	I OCK 18a	LINI ES	S BI OCK	
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			II.	BELOW IS CHECKED SEE ADDENDUM									
19. ITEM NO.		20. SCHEDU	LE OF SUPPL	_IES/ SEF	RVICES		21. (QUANTITY	22. UNIT	23. UNIT F	PRICE	24. AMC	DUNT
			SEE SCHE	DULE									
25. ACCOUNTING AND APPROPRIATION DATA									26. TOTAL	AWARD AMO	OUNT (F	or Govt. Us	se Only)
	T/PURCHASE ORE									DDENDA DDENDA	ARE ARE]	ATTACHED
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELI SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDIT SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				ELIVER ALL ITEMS OFFER DATED . YOUR OFFER ON SOLICITATION									
30a. SIGNATURE (OF OFFEROR/COI	NTRACTOR			31a.UNITE	STATES	OF A	MERICA (SIGNATURE OF CO	ONTRACTING (OFFICER)	31c. DAT	E SIGNED
30b. NAME AND TI (TYPE OR PRINT)	TLE OF SIGNER		30c. DATE	SIGNED	31b. NAME	OF CONTE	RACTI	NG OFFICER	C (TYPE	OR PRINT)			
			1										

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)				EMS					PA	AGE 2 OF 28		
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			•	21. QUANTI	TY 2	22. UNIT	23. UNIT F	RICE	24. AMOUNT		
19. ITEM NO.			20. SCHEDULE OF S		EVICES .		21. QUANTI	TY 2	22. UNIT	23. UNIT F	RICE	24. AMOUNT
32a. QUANTITY IN	_	_	S BEEN									
RECEIVED	INSPE	CTED	_ACCEPTED, AND CONF	ORMS TO THE (CONTRAC	T, EXCEPT	AS NOTED:					<u>-</u>
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32c. DATE		32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					Т		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			EPRESENTATIV	E	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE							
						32g. E-MAI	L OF AUTHORI	IZED GO	VERNMEN	T REPRESEI	NTATIVE	
33. SHIP NUMBER	FINAL	34. VOU	CHER NUMBER	35. AMOUNT VI CORRECT		36.	PAYMENT	ПЕ ПР	PARTIAL [FINAL	37. CHE	CK NUMBER
38. S/R ACCOUNT	NUMBE	R 39.	S/R VOUCHER NUMBER	40. PAID BY		L						
			CORRECT AND PROPER		42a. RE	CEIVED BY	(Print)					
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER 41c. DATE												
				42b. RE	ECEIVED AT (Location)							
				42c. DA	TE REC'D (YY/MM/DD)	42d. TC	OTAL CONT	AINERS			

Section A - Solicitation/Contract Form

SF 1449 ADDENDUM

A. Contract Type: The Government intends to award a Firm Fixed Price Purchase Order.

B. Point of Contact

Contract Specialist: Elieser Roque

DoDDS-P/DDESS-Guam Directors Office

Unit 35007

APO AP 96376-5007 Telephone: +81-6117-445871

E-Mail: <u>DPPD@PAC.DODEA.EDU</u>

C. Formal Communication

a. Formal communications such as requests for clarifications and/or information concerning this solicitation should be submitted via email to the Contract Specialist, Elieser Roque at dppd@pac.dodea.edu

b. No information concerning this solicitation or requests for clarification will be provided in response to telephone calls from prospective Offerors. Inquiries will be answered and provided to all Offerors via amendment to this solicitation. Responses to inquiries will not be considered if received **more than seven (7) calendar days** after the release (issue date) of this solicitation.

Section B - Supplies or Services and Prices

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0001 3 Each

Shelving

FFP

Library Wood Shelving, Double Faced approximately 72"H x 24"D x 36"W, Starter; Back Panels included; 10 Shelves, 8 Adjustable Light Oak Finish or Similar Finish. Highsmith PN W81-65918 or equal.

FOB: Destination

PURCHASE REQUEST NUMBER: HEGUHS70322XXX04

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0002 12 Each

Shelving

FFP

Library Wood Shelving Double Faced approximately 72"H x 24"D x 35"W; Add On; Back Panels included; 6"W; Starter; Back Panels Included; 10 shelves, 8 Adjustable; Light Oak or Similar Finish. Highsmith PN W81-65919 or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0003 2 Each

Countertop

FFP

Library Countertop/Stackable floor display Case; Approximately 40"H x 36"W x 14"D; Mirror Back Panel; 2 Shelves, one adjustable, Light Wood Frame Finish or Similar. Highsmith PN W81-37066 or equal.

FOB: Destination

Page 5 of 28

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 8 Each

Table, computer

FFP

Library Computer Table; Approxiamtely 24"W x 72"L x Adjustable 24"-32"H; With Glides; With BuiltIn wire Management System; Color: Light Gray or Color Match other tables. Highsmith W81-59962 or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0005 2 Each

Table, Folding

FFP

Library Folding Work Tables, Approximately 30"W x &2"L x 30"H; Heavy Duty; Stain Resistant, Molded plastic tops; Tubular Steel Legs; Color: Light Grey or White. Highsmith PN W81-66075 or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0006 1 Each

Bookcase, Mobile

FFP

Library Mobile Bookcase; Approxiamtely 36"W x 18"D x 48"H, 4 Shelves, 3 Adjuatable; Metal; Color: Hunter Green or Putty. Highsmith W81-6644 or equal.

FOB: Destination

Page 6 of 28

0007

ITEM NO

QUANTITY 8 UNIT Each **UNIT PRICE**

AMOUNT

Table, Library

SUPPLIES/SERVICES

FFP

Library Table; Wood; Approximately 36"W x 72"L x 29"H rectangle; Light Oak or similar base; Waterfall edge; Top Color: Light Oak or Similar. Gaylord PN 2413672 or equal.

FOB: Destination

NET AMT

ITEM NO 0008

SUPPLIES/SERVICES

QUANTITY 48

UNIT Each **UNIT PRICE**

AMOUNT

Chair, Library

FFP

Library Chair; Sled Base; All wood rails and base; Upholstered fabric seat; armless; Approximately 32"H x 18 1/2"W x 19"D; Color:Spruce or Dark Green fabric; Natural Oak or similar wood finish to match library tables. Gaylord PN 881-18UBS or equal.

FOB: Destination

NET AMT

ITEM NO

0009

SUPPLIES/SERVICES

QUANTITY 1 UNIT Each **UNIT PRICE**

AMOUNT

Stand/Lecturn

FFP

Dictionary Stand/Lecturn Approximately 44 1/2"H x 24"W x 16"D; Sloped top with book stop; lower fixed-height shelves; wood; Color: Natural Oak or Light wood finish to match shwelving and tables. Gaylord PN SXDS24-80 or equal.

FOB: Destination

Page 7 of 28

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0010 2 Each

Sofa FFP

Library Sofa; Approximately 34"H x 75"W x 32"D; 3 seat; preferably leather covering but charcoal fabric is okay; Natural light wood legs; Covering Color: Charcoal (must match Lounge Chairs). Gaylord PN CB7503W or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0011 3 Each

Chairs, Lounge

FFP

Library Lounge Chairs; Aproximately 34"H x 75"W x 32"D; 1 seat; preferably leather covering but charcoal fabric is okay; Natural light wood legs; Covering Color: Charcoal (Must match Sofas). Gaylord PN CB7501W or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0012 2 Each

End Table

FFP

Library End Table; Approximately 20"H x 24"W x 28"D; Wood; Color: Natural light wood to match wood on Sofas and Lounge Chairs (Must Match Coffe Table). Gaylord PN HT6720 or equal.

FOB: Destination

Page 8 of 28

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0013 1 Each

Coffee Table

FFP

Library Coffee Table; Approximately 16"H x 24"W x 24"D; Wood; Color: Natural Light Wood to match wood on Sofas and Lounge Chairs (Must match End Tables). Gaylord PN HT6720 or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0014 1 Each

Magazine Displayer

FFP

Library Magazine Displayer; Stand alone unit; Displays between 15 and 20 magazines; Angled Shelves with retaining lip; Black matte metal finish. Gaylord PN MR2000 or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0015 1 Each

Desk, Circulation

FFP

Library Circulation Desk; Book Return cart depressible unit; Approximately 30"H x 31"W x 22"D; Color: Beige oak or other light oak color to match shelving with same color work surface. Gaylord PN AL61 or equal.

FOB: Destination

Page 9 of 28

0016

QUANTITY 1 UNIT PRICE

AMOUNT

Desk, Circulation

SUPPLIES/SERVICES

FFP

Library Circulation Desk; Book Return unit; Approximately 40"H x 36"W x 28"D; Color: Beige Oak or other light oak color to match shelving with same color work surface. Gaylord PN ABRU or equal.

FOB: Destination

NET AMT

ITEM NO

0017

ITEM NO

SUPPLIES/SERVICES

QUANTITY 2

UNIT Each

UNIT

Each

UNIT PRICE

AMOUNT

Desk, Circulation

FFP

Library Circulation Desk; Cut side bi-level extended corner; Approximately 40"H x 40"W x 28"D; Color: Beige Oak or other light oak color to match shelving with same color surface. Gaylord PN AORTT or equal.

FOB: Destination

NET AMT

ITEM NO

0018

SUPPLIES/SERVICES

QUANTITY 1 UNIT Each **UNIT PRICE**

AMOUNT

Desk, Circulation

FFP

Library Circulation Desk; Cut Side Bi-Level desk; Approximately 40"H x 72"W x 28"D; Color: Beige Oak or other Light Oak color to match shelving with same color work surface. Gaylord PN A72TT or equal.

FOB: Destination

Page 10 of 28

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0019 1 Each

Table for Circulation Desk

FFP

Library Circulation Desk; Table Mushroom; Approximately 30"H x 60"W x 48"D; Color: Beige Oak or other light Oak color to match shelving with same color work surface. Gaylord PN ATBL or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0020 1 Each

End Panel for Circulation Desk

FFP

Library Circulation Desk; End Panel for 40" units allusion; Color: Beige Oak or other light color to match shelving with same color work surface. Gaylord PN AFEP39 or equal.

FOB: Destination

NET AMT

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0021 1 Each

3-Box Drawer Pedestal for Circulation De

FFP

Library Circulation Desk; Pedestal 3 box Drawer with LK Allusion 24 1/2"H x 16"W x 22"D; Color: Beige Oak or other light oak color to match shelving with same color work surface. Gaylord PN A3SP1B3L or equal.

FOB: Destination

Section F - Deliveries or Performance

CLAUSES INCORPORATED BY FULL TEXT

52.211-9 DESIRED AND REQUIRED TIME OF DELIVERY (JUN 1997)

(a) The Government desires delivery to be made according to the following schedule:

DESIRED DELIVERY SCHEDULE

[Contracting Officer insert specific details]

Item No.	Quantity	Within Days After Effective Date of
		Contract
0001	3	20 Days
0002	12	20 Days
0003	2	20 Days
0004	8	20 Days
0005	2	20 Days
0006	1	20 Days
0007	8	20 Days
0008	48	20 Days
0009	1	20 Days
0010	2	20 Days
0011	3	20 Days
0012	2	20 Days
0013	1	20 Days
0014	1	20 Days
0015	1	20 Days
0016	1	20 Days
0017	2	20 Days
0018	1	20 Days
0019	1	20 Days
0020	1	20 Days
0021	1	20 Days

If the offeror is unable to meet the desired delivery schedule, it may, without prejudicing evaluation of its offer, propose a delivery schedule below. However, the offeror's proposed delivery schedule must not extend the delivery period beyond the time for delivery in the Government's required delivery schedule as follows:

REQUIRED DELIVERY SCHEDULE

[Contracting Officer insert specific details]

Item No.	Quantity	Within Days After Effective Date of		
		Contract		
0001	3	30 Days		
0002	12	30 Days		
0003	2	30 Days		
0004	8	30 Days		
0005	2	30 Days		

0006	1	30 Days
0007	8	30 Days
0008	48	30 Days
0009	1	30 Days
0010	2	30 Days
0011	3	30 Days
0012	2	30 Days
0013	1	30 Days
0014	1	30 Days
0015	1	30 Days
0016	1	30 Days
0017	2	30 Days
0018	1	30 Days
0019	1	30 Days
0020	1	30 Days
0021	1	30 Days

Offers that propose delivery of a quantity under such terms or conditions that delivery will not clearly fall within the applicable required delivery period specified above, will be considered nonresponsive and rejected. If the offeror proposes no other delivery schedule, the desired delivery schedule above will apply.

OFFEROR'S PROPOSED DELIVERY SCHEDULE

Item No.	Quantity	Within Days After Effective Date of
		Contract
0001	3	
0002	12	
0003	2	
0004	8	
0005	2	
0006	1	
0007	8	
0008	48	
0009	1	
0010	2	
0011	3	
0012	2	
0013	1	
0014	1	
0015	1	
0016	1	
0017	2	
0018	1	
0019	1	
0020	1	
0021	1	

(b) Attention is directed to the Contract Award provision of the solicitation that provides that a written award or acceptance of offer mailed or otherwise furnished to the successful offeror results in a binding contract. The Government will mail or otherwise furnish to the offeror an award or notice of award not later than the day the award is dated. Therefore, the offeror shall compute the time available for performance beginning with the actual date of award, rather than the date the written notice of award is received from the Contracting Officer through the ordinary mails. However, the Government will evaluate an offer that proposes delivery based on the Contractor's date of receipt of the contract or notice of award by adding (1) five calendar days for delivery of the award through the ordinary mails, or (2) one working day if the solicitation states that the contract or notice of award will be transmitted electronically. (The term "working day" excludes weekends and U.S. Federal holidays.) If, as so computed, the offered delivery date is later than the required delivery date, the offer will be considered nonresponsive and rejected.

(End of clause)

A. Shipping Instructions:

- (1) All items more than 70 pounds and/or more than 101 inches in length/circumference are not accepted through the U.S. Postal Service and shall be shipped through the Port of Embarkation listed below.
- (2) Freight shipments must be marked with all information shown in the freight address provided in this order to include the transportation control number (TCN) in the "MARK FOR" address and the TAC Code: FEAB. Material being shipped to Tracy Depot must be properly packed, marked where possible by the TCN. Material must be created (when necessary), skid mounted or palletized and shrink wrapped or banded. Shipment going to separate locations (final destination) should not be placed on the same pallet.
- (3) Provide the total pieces, gross weight, total cube and/or dimensions of exterior container(s).

FREIGHT SHIPMENT ADDRESS:

SHIP TO: PORT OF EMBARKATION (POE)

> DEFENSE DISTRIBUTION CENTER TRACY FACILITY, CCP BLDG. 30 25600 CHRISMAN ROAD

TRACY, CA 95376

POC: Customer Service

TRUCK CONTROL PHONE # 209-839-4348

FAX# 209-839-4334 (COMM)

E-MAIL: customerservice@smtpgate.ddc.dla.mil

MARK FOR: TCN: HEGUHS70322004XXX TP: 03 SURFACE

TAC: FEAB

GUAM DEPENDANT SCHOOLS - HS NA3 FREIGHT TERMINAL BLDG 2118

HEGUHS BLDG 200

CMDR NAVAL FORCES MARIANAS

(4) Palletizing of Cargo. All shipments being processed through Tracy Depot cannot be stacked on the floor of the delivery truck(s). It must be palletized and be capable of being easily moved with a forklift. If not, the delivery

truck personnel will be responsible for unloading. The government will not reimburse the contractor for this additional expense.

(5) Where the vendor has enough material to fill a 40 ft sea-van, the vendor can contact the Military Transportation Movement Command (MTMC) at 757-878-8348 or haneym@mtmc.army.mil. MTMC will make arrangements necessary to have a sea-van delivered to the vendor's location. They will arrange for the delivery time to the freight oceanic terminal in Oakland, California for shipment to its final destination, completely bypassing Tracy Depot. This will save time and the trouble of reloading material into a sea-van at Tracy Depot.

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.219-6 Alt I	Notice of Total Small Business Set-Aside (Jun 2003) -	OCT 1995
	Alternate I	
52.222-19	Child Labor Cooperation with Authorities and Remedies	JAN 2006
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans	SEP 2006
	of the Vietnam Era, and Other Eligible Veterans	
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-37	Employment Reports On Special Disabled Veterans, Veteran	sSEP 2006
	Of The Vietnam Era, and Other Eligible Veterans	
52.225-1	Buy American ActSupplies	JUN 2003
52.225-13	Restrictions on Certain Foreign Purchases	FEB 2006
52.232-33	Payment by Electronic Funds TransferCentral Contractor	OCT 2003
	Registration	

CLAUSES INCORPORATED BY FULL TEXT

52.212-4 CONTRACT TERMS AND CONDITIONS-- COMMERCIAL ITEMS (FEB 2007)

- (a) Inspection/Acceptance. The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. If repair/replacement or reperformance will not correct the defects or is not possible, the Government may seek an equitable price reduction or adequate consideration for acceptance of nonconforming supplies or services. The Government must exercise its post-acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.
- (b) Assignment. The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C. 3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.
- (c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties.
- (d) Disputes. This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C. 601-613). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.
- (e) Definitions. The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

- (f) Excusable delays. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement or any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.
- (g) Invoice. (1) The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized) to the address designated in the contract to receive invoices. An invoice must include--
- (i) Name and address of the Contractor;
- (ii) Invoice date and number;
- (iii) Contract number, contract line item number and, if applicable, the order number;
- (iv) Description, quantity, unit of measure, unit price and extended price of the items delivered;
- (v) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- (vi) Terms of any discount for prompt payment offered;
- (vii) Name and address of official to whom payment is to be sent;
- (viii) Name, title, and phone number of person to notify in event of defective invoice; and
- (ix) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract.
- (x) Electronic funds transfer (EFT) banking information.
- (A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.
- (B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, contract clause (e.g., 52.232-33, Payment by Electronic Funds Transfer--Central Contractor Registration, or 52.232-34, Payment by Electronic

Funds Transfer--Other Than Central Contractor Registration), or applicable agency procedures.

- (C) EFT banking information is not required if the Government waived the requirement to pay by EFT.
- (2) Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) prompt payment regulations at 5 CFR part 1315.
- (h) Patent indemnity. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.
- (i) Payment.--

- (1) Items accepted. Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract.
- (2) Prompt payment. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and prompt payment regulations at 5 CFR part 1315.
- (3) Electronic Funds Transfer (EFT). If the Government makes payment by EFT, see 52.212-5(b) for the appropriate EFT clause.
- (4) Discount. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.
- (5) Overpayments. If the Contractor becomes aware of a duplicate contract financing or invoice payment or that the Government has otherwise overpaid on a contract financing or invoice payment, the Contractor shall immediately notify the Contracting Officer and request instructions for disposition of the overpayment.
- (j) Risk of loss. Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:
- (1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or
- (2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.
- (k) Taxes. The contract price includes all applicable Federal, State, and local taxes and duties.
- (1) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.
- (m) Termination for cause. The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.
- (n) Title. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.
- (o) Warranty. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.
- (p) Limitation of liability. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

- (q) Other compliances. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.
- (r) Compliance with laws unique to Government contracts. The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. 3701, et seq., Contract Work Hours and Safety Standards Act; 41 U.S.C. 51-58, Anti-Kickback Act of 1986; 41 U.S.C. 265 and 10 U.S.C. 2409 relating to whistleblower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. 423 relating to procurement integrity.
- (s) Order of precedence. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order: (1) the schedule of supplies/services; (2) the Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause; (3) the clause at 52.212-5; (4) addenda to this solicitation or contract, including any license agreements for computer software; (5) solicitation provisions if this is a solicitation; (6) other paragraphs of this clause; (7) the Standard Form 1449; (8) other documents, exhibits, and attachments; and (9) the specification.
- (t) Central Contractor Registration (CCR). (1) Unless exempted by an addendum to this contract, the Contractor is responsible during performance and through final payment of any contract for the accuracy and completeness of the data within the CCR database, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the CCR database after the initial registration, the Contractor is required to review and update on an annual basis from the date of initial registration or subsequent updates its information in the CCR database to ensure it is current, accurate and complete. Updating information in the CCR does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.
- (2)(i) If a Contractor has legally changed its business name, "doing business as" name, or division name (whichever is shown on the contract), or has transferred the assets used in performing the contract, but has not completed the necessary requirements regarding novation and change-of-name agreements in FAR subpart 42.12, the Contractor shall provide the responsible Contracting Officer a minimum of one business day's written notification of its intention to (A) change the name in the CCR database; (B) comply with the requirements of subpart 42.12; and (C) agree in writing to the timeline and procedures specified by the responsible Contracting Officer. The Contractor must provide with the notification sufficient documentation to support the legally changed name.
- (ii) If the Contractor fails to comply with the requirements of paragraph (t)(2)(i) of this clause, or fails to perform the agreement at paragraph (t)(2)(i)(C) of this clause, and, in the absence of a properly executed novation or change-of-name agreement, the CCR information that shows the Contractor to be other than the Contractor indicated in the contract will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the electronic funds transfer (EFT) clause of this contract.
- (3) The Contractor shall not change the name or address for EFT payments or manual payments, as appropriate, in the CCR record to reflect an assignee for the purpose of assignment of claims (see Subpart 32.8, Assignment of Claims). Assignees shall be separately registered in the CCR database. Information provided to the Contractor's CCR record that indicates payments, including those made by EFT, to an ultimate recipient other than that Contractor will be considered to be incorrect information within the meaning of the "Suspension of payment" paragraph of the EFT clause of this contract.
- (4) Offerors and Contractors may obtain information on registration and annual confirmation requirements via the internet at http://www.ccr.gov or by calling 1-888-227-2423 or 269-961-5757.

(End of clause)

A. Invoicing Instructions:

- (1) In accordance with contract clause FAR 52.212-4, paragraph (g), Invoice, the contractor shall submit an electronic invoice to the DoDDS-Pacific/DDESS-Guam Procurement Division listed in **Block 9** of the award document. Invoices may be electronically submitted to: DPPD@PAC.DODEA.EDU. All invoices shall have the required information listed in the clause to include the ACRN identified with each Contract Line Item Number (CLIN) in order for DFAS to accept the invoice.
- (2) In order to certify invoices for shipments processed through our West Coast Consolidation Point at Tracy Depot located in California, it is necessary that you **provide the following documents with each invoice(s).** If these documents are not provided, payment will not be processed.

A copy of your "Proof of Delivery" that was signed for at the Tracy Depot in California plus a copy of the packing list (contents) for all items delivered to Tracy. The proof of delivery must include contract number, date, time and signature of the person receiving the shipment.

- (3) The DoDDS-Pacific/DDESS-Guam Procurement Division will certify the invoice for payment and submit the invoice and proof of delivery to DFAS for payment along with a copy to the "end user."
- (4) A receiving report from the end user is not required when items are shipped to Tracy Depot. Once goods have been received at the Tracy Depot location, end users requiring delivery information shall follow-up through the DoDDS-Pacific/DDESS-Guam Logistics Division Supply Branch.

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (NOV 2006) (DEVIATION)

- (a) Comptroller General Examination of Record. The Contractor agrees to comply with the provisions of this paragraph (a) if the contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records-Negotiation.
- (1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to the right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.
- (2) The Contractor shall make available at its offices at all reasonable times, the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.
- (3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.
- (b) Notwithstanding the requirements of any other clause in this contract, the Contractor is not required to flow down any FAR clause, other than those in paragraphs (i) through (vii) of this paragraph in a subcontract for

commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause-

- (i) 52.219-8, Utilization of Small Business Concerns (MAY 2004) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$500,000 (\$1,000,000 for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.
- (ii) 52.222-26, Equal Opportunity (Apr 2002) (E.O. 11246).
- (iii) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEP 2006) (38 U.S.C. 4212).
- (iv) 52.222-36, Affirmative Action for Workers with Disabilities (Jun 1998) (29 U.S.C. 793).
- (v) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2004) (E.O. 13201)
- (vi) 52.222-41, Service Contract Act of 1965, as Amended (JUL 2005), flow down required for all subcontracts subject to the Service Contract Act of 1965 (41 U.S.C. 351, et seq.).
- (vii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.
- (c) While not required, the contractor May include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

FAR:

http://www.acqnet.gov/far/ http://farsite.hill.af.mil/

DFAR:

http://www.acq.osd.mil/dpap/dars/dfars/

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(End of clause)
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52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any <u>Defense Federal Acquisition Regulation Supplement</u> (48 CFR Chapter 2) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

252.212-7001 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS APPLICABLE TO DEFENSE ACQUISITIONS OF COMMERCIAL ITEMS (JAN 2007) (DEVIATION)

(a) In addition to the clauses listed in paragraph (b) of the Contract Terms and Conditions Required to Implement Statutes or Executive Orders--Commercial Items clause of this contract (FAR 52.212-5 (JUN 2006) (DEVIATION), the Contractor shall include the terms of the following clause, if applicable, in subcontracts for commercial items or commercial components, awarded at any tier under this contract:

252.225-7014	Preference for Domestic Specialty Metals, Alternate I (APR 2003) (10 U.S.C. 2533a).
252 225 5210	,
252.237-7019	Training for Contractor Personnel Interacting with Detainees (SEP
	2006) (Section 1092 of Pub. L. 108-375).
252.247-7023	Transportation of Supplies by Sea (MAY 2002) (10 U.S.C. 2631)
252.247-7024	Notification of Transportation of Supplies by Sea (MAR 2000) (10
	U.S.C. 2631)

(End of clause)

Section K - Representations, Certifications and Other Statements of Offerors

CLAUSES INCORPORATED BY REFERENCE

52.212-3 Alt I Offeror Representations and Certifications--Commercial APR 2002 Items (Nov 2006) Alternate I

Section L - Instructions, Conditions and Notices to Bidders

CLAUSES INCORPORATED BY FULL TEXT

52.211-6 BRAND NAME OR EQUAL (AUG 1999)

- (a) If an item in this solicitation is identified as "brand name or equal," the purchase description reflects the characteristics and level of quality that will satisfy the Government's needs. The salient physical, functional, or performance characteristics that "equal" products must meet are specified in the solicitation.
- (b) To be considered for award, offers of "equal" products, including "equal" products of the brand name manufacturer, must--
- (1) Meet the salient physical, functional, or performance characteristic specified in this solicitation;
- (2) Clearly identify the item by--
- (i) Brand name, if any; and
- (ii) Make or model number;
- (3) Include descriptive literature such as illustrations, drawings, or a clear reference to previously furnished descriptive data or information available to the Contracting Officer; and
- (4) Clearly describe any modifications the offeror plans to make in a product to make it conform to the solicitation requirements. Mark any descriptive material to clearly show the modifications.
- (c) The Contracting Officer will evaluate "equal" products on the basis of information furnished by the offeror or identified in the offer and reasonably available to the Contracting Officer. The Contracting Officer is not responsible for locating or obtaining any information not identified in the offer.
- (d) Unless the offeror clearly indicates in its offer that the product being offered is an "equal" product, the offeror shall provide the brand name product referenced in the solicitation.

(End of provision)

52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (SEP 2006)

- (a) North American Industry Classification System (NAICS) code and small business size standard. The NAICS code and small business size standard for this acquisition appear in Block 10 of the solicitation cover sheet (SF 1449). However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.
- (b) Submission of offers. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Offers may be submitted on the SF 1449, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, offers must show--
- (1) The solicitation number;
- (2) The time specified in the solicitation for receipt of offers;
- (3) The name, address, and telephone number of the offeror;

- (4) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;
- (5) Terms of any express warranty;
- (6) Price and any discount terms;
- (7) "Remit to" address, if different than mailing address;
- (8) A completed copy of the representations and certifications at FAR 52.212-3 (see FAR 52.212-3(k) for those representations and certifications that the offeror shall complete electronically);
- (9) Acknowledgment of Solicitation Amendments;
- (10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and
- (11) If the offer is not submitted on the SF 1449, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.
- (c) Period for acceptance of offers. The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.
- (d) Product samples. When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of offers. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.
- (e) Multiple offers. Offerors are encouraged to submit multiple offers presenting alternative terms and conditions or commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.
- (f) Late submissions, modifications, revisions, and withdrawals of offers:
- (1) Offerors are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that offers or revisions are due.
- (2)(i) Any offer, modification, revision, or withdrawal of an offer received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--
- (A) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of offers; or
- (B) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or
- (C) If this solicitation is a request for proposals, it was the only proposal received.

- (ii) However, a late modification of an otherwise successful offer, that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.
- (3) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the offer wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.
- (4) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.
- (5) Offers may be withdrawn by written notice received at any time before the exact time set for receipt of offers. Oral offers in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for receipt of offers, subject to the conditions specified in the solicitation concerning facsimile offers. An offer may be withdrawn in person by an offeror or its authorized representative if, before the exact time set for receipt of offers, the identity of the person requesting withdrawal is established and the person signs a receipt for the offer.
- (g) Contract award (not applicable to Invitation for Bids). The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.
- (h) Multiple awards. The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.
- (i) Availability of requirements documents cited in the solicitation. (1)(i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--GSA Federal Supply Service Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.
- (ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.
- (2) Most unclassified Defense specifications and standards may be downloaded from the following ASSIST websites:
- (i) ASSIST (http://assist.daps.dla.mil).
- (ii) Ouick Search (http://assist.daps.dla.mil/quicksearch).
- (iii) ASSISTdocs.com (http://assistdocs.com).

- (3) Documents not available from ASSIST may be ordered from the Department of Defense Single Stock Point (DoDSSP) by--
- (i) Using the ASSIST Shopping Wizard (http://assist.daps.dla.mil/wizard);
- (ii) Phoning the DoDSSP Customer Service Desk (215) 697-2179, Mon-Fri, 0730 to 1600 EST; or
- (iii) Ordering from DoDSSP, Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.
- (4) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication, or maintenance.
- (j) Data Universal Numbering System (DUNS) Number. (Applies to all offers exceeding \$3,000, and offers of \$3,000 or less if the solicitation requires the Contractor to be registered in the Central Contractor Registration (CCR) database. The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" or "DUNS +4" followed by the DUNS or DUNS +4 number that identifies the offeror's name and address. The DUNS +4 is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the offeror to establish additional CCR records for identifying alternative Electronic Funds Transfer (EFT) accounts (see FAR Subpart 32.11) for the same parent concern. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. An offeror within the United States may contact Dun and Bradstreet by calling 1-866-705-5711 or via the internet at http://www.dnb.com. An offeror located outside the United States must contact the local Dun and Bradstreet office for a DUNS number.
- (k) Central Contractor Registration. Unless exempted by an addendum to this solicitation, by submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the CCR database prior to award, during performance and through final payment of any contract resulting from this solicitation. If the Offeror does not become registered in the CCR database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Offeror. Offerors may obtain information on registration and annual confirmation requirements via the Internet at http://www.ccr.gov or by calling 1-888-227-2423 or 269-961-5757.
- (l) Debriefing. If a post-award debriefing is given to requesting offerors, the Government shall disclose the following information, if applicable:
- (1) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.
- (2) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.
- (3) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.
- (4) A summary of the rationale for award;
- (5) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.
- (6) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

(End of provision)

(b) ADDENDUM – INSTRUCTIONS TO OFFERORS - - COMMERCIAL ITEMS (DEC 2006)

FAR 52.212-1, paragraph (b) is supplemented and paragraph (c) is replaced as follows:

(b) General Instructions to Offerors

- (1) The following instructions to offerors are to ensure the offerors submit information necessary for the Government to fully understand and evaluate quotations. Offerors are cautioned to follow the detailed instructions carefully and provide technical information that clearly shows that the items provided meet the specifications listed in this Solicitation as the Government reserves the right to make an award based on initial offers received without discussions of such offers.
- (2) To aid in the evaluation process, quotations shall be complete, comprehensive, and clearly presented.
- (3) <u>Quotation Format</u>. The price quote and any applicable attachments shall include an electronic version of all proposal documents which are compatible with Windows XP, Microsoft Office 2003 and Adobe Acrobat 6.0. Proposals may be submitted either electronically to <u>dppd@pac.dodea.edu</u> or via regular mail to one of the following addresses:

Local Japanese Address: Torii Station DoDDS-P/DDESS-Guam Procurement Office Sobe, Yomitan-Son, Bldg 290 Okinawa, Japan 904-0304 U.S. Address: DoDDS-P/DDESS-Guam Procurement Office Unit 35007 APO AP 96376-5007

- (4) Content of Quote. As a minimum, offerors must submit the following along with their proposal.
 - a. The signed and dated Standard Form 1449;
 - b. The name, address and telephone number of the offeror;
 - c. Section II of the Request for Proposal with all prices filled in.
- (5) Signed and dated offers must be received before the local date and time Japan Standard Time (JST) specified in Block 8 of SF-1449.
- (6) <u>Technical Information</u>. If quoting an "equal" product, the offeror shall submit item specifications in order for the government to determine product acceptability. Item specification includes but it is not limited to pictures, drawings, product literature, etc. If quoting the "brand name" product requested in the solicitation, the offeror shall indicate it as such in their quotation. Offerors are not required to submit item specifications when quoting the "brand name" item reference by the Government in this solicitation (See FAR 52.211-6).
- (7) Prices. Pricing shall be inserted in Section B Schedule of Supplies/Services of the solicitation/contract.
- (c) <u>Period of Acceptance of Offers</u>. The offeror agrees to hold the prices in its offer firm for 60 calendar days from the date specified for receipt of offers.

(End of Addendum to FAR Clause 52.212-1)

Section M - Evaluation Factors for Award

CLAUSES INCORPORATED BY FULL TEXT

52.212-2 EVALUATION – COMMERCIAL ITEMS (JAN 1999)

- (a) The Government vil1 award a Purchase Order resulting from this solicitation to the responsible offeror whose offer conforms to the solicitation/requirements and whose offer represents the best value to the Government. Award will be made on the basis of the lowest evaluated price, technically acceptable offer, submitted by a responsible offeror. The Government will take the unit prices times the quantities for the Contract Lme Item Numbers (CLINS) shown in Section B Schedule of Supplies/Services of the solicitation to come up with the lowest evaluated price.
- (b) The Government intends to evaluate proposals and award a Purchase Order without discussions. Therefore, each initial offer should contain the offeror's best terms from a price and technical standpoint.
- (c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of clause)